



Town of Fairfax
Select Board Meeting
October 15, 2018 – 7:00pm

The drafted minutes presented below are unapproved subject to corrections and/or additions at the next Selectboard meeting. Those corrections and/or additions will be written to an amended version of the minutes, which will also be made available to the public.

Selectboard Members Present: Steven Cormier; Chair, Randy DeVine; Vice-Chair, Stephen Bessette, Duane Leach and Sheri Rainville.

Public Present Barb Murphy, Robby Rodimer, Colleen Steen, Carrie Germaine, Amanda Holland, Andres Torizzo

Employees Present: Brad Docheff (Town Manager), Deb Woodward

Call to Order: S. Cormier called the meeting to order at 7:00 pm.

Announcements/Additions: None

Minutes: 9-24-18 S. Bessette made the motion to accept the minutes as written, seconded by Sheri all in favor.

Accounts Payable & Payroll Warrants: The Town warrants were reviewed by Randy, Utility warrants were reviewed by Sheri, all approved by Board.

Public Comment: None

Correspondence: None

Planning Commission Appointment: Wilson (Greg) Heyer, PC Chair, recommended Scott Carpenter be appointed to the open position on the Planning Commission. S. Bessette made the motion to appoint Scott Carpenter to the PC, seconded by Sheri, all in favor.

Storm Water Master Plan: Amanda Holland from NRPC and Andres Torizzo from Watershed Consulting Associates came in to discuss the plan.

NRPC came to the board over a year ago to discuss the State's interest in Storm Water. Two years ago the State did a Stormwater mapping project. Through a grant, Watershed Consulting was hired to access areas in Fairfax where Stormwater is or will become an issue. Watershed Consulting began in February 2018 and used the data from the State as a starting point. They looked at 23 areas around town and after many meetings, Feasibility studies and onsite inspections, the list prioritized 3 potential sites. From there project cost was estimated for the sites. Each site would consist of underground storage and sand filtration. BFA West, (near bus garage) project estimated at \$742,000.

BFA East, (corner of Hunt, Maple and School St.) project estimated at \$382,000
Town Office, (in wet area of lawn near 104), projected estimate \$145,000.

NRPC would assist in looking at funding for the project decided upon from VT DEC Clean Water Fund Grant. The final recommendation from Watershed Consulting is the town partner with NRPC to implement practices and move forward with design and implementation. Collaboration would be required with BFA.

Emergency Management: Steve Bessette, Since March 2018 when Steve started this process to collect on FEMA funds from the October 2017 windstorm, the town has received \$17,268.37 additional funds of \$3,000. is expected to be received. The majority of the funds received were due to our Highway Dept. expenses. The Utility Dept. had a fence that was damaged and needed to be replaced. All work is done with an invoice of \$3630. Deb Woodward is looking for approval from the SB before reimbursement to the Utility Dept. After discussion of rates and percentages, S. Bessette made the motion to reimburse the Utility Dept. for \$3630, seconded by Sheri. 4 in favor, Randy recused himself. The remaining funds are held in a reserve account until information is looked at by the board how the monies can be spent.

Town Manager updates:

Route 104A Bridge: A letter received from NRPC the bridge is now on the priority list for repairs and improvements. At this time the bridge will be under one lane for 18-24 months. The Town of Fairfax will follow the direction and support from NRPC

Department Updates:

- Highway Dept. Winter operations plan is ready. Vehicles, wings, plows, tires and salt are ready for winter. The dept. has been working on equipment maintenance.
- Recreation Dept.: The Historic Preservation Grant has been submitted. The Rec Director attended a conference at Lake Morey Inn. The signs are in for the 100 Acre Woods, they will be going up soon. The community center continues to work on grants with Friends of Fairfax Community Center (FFCC)
- Zoning: After a pending litigation with the State Environmental Court, the court ruled in the Town's favor. An appeal was made but has since been rescinded. By all rights, this case is over. Zoning is excited about the proposed appointment of Scott Carpenter to the PC.

Conferences: Brad attended the VLCT Town Fair in Burlington as well as a Leadership Summit in Castleton. This gave him the opportunity to meet with other town managers, town administrations, vendors and engineers.

Sidewalks: The process is going good. There have hit a few roadblocks along the way, but they have been handled speedily and with care.

Casella: We currently have until June 2020 under the contract. Discussion continues over possible contract extension.

Wastewater Grant: We received acknowledgement of our acceptance. A letter to proceed was received. Next we will schedule a kickoff meeting and secure an Engineer.

Town Reappraisal: We plan to go out to bid by January 2019.

Fairfax Rescue follow up: Brad reached out to the Town of Westford and Town of Fletcher regarding concerns over Fairfax Rescue. Both Westford and Fletcher received a copy of the same letter Fairfax did back in August, although they received it much later. Westford also forwarded the Auditors letter of Procedures for Rescue. Rescue never forwarded that information to Fairfax. At this time Fairfax Rescue has not reached out officially to the town for support as they had asked for at the September 10th meeting. Fairfax has received the invoice of \$84,134.00 from Rescue for the Article 4 money passed. This has not been paid yet. Do we want feedback from Rescue before we pay this money out? Carrie Germaine asked if she could speak regarding this matter, S.Cormier allowed. Carrie was the former treasurer and a member of the board for Rescue. She resigned August 22, 2018. Carrie also brought this issue to the Selectboard in August. In Carrie's opinion the Town should ask for an outline of the missing receipts. Reimbursements were made to the Director without any documentation. There was an internal audit done to look at the credit card use that is when payroll and reimbursement issues came to light. No full financial audit has been done, nor has there been one done in the last 2 years possibly 4 years. These audits are required yearly. The overtime in payroll, reimbursements and credit card charges ended in the beginning of 2017. Carrie feels these were all done for "indulgence of personal gain" of the director. S. Cormier request we have the Fairfax Rescue Board of Directors and the Director back to answer to these concerns as soon as possible.

Verizon Tower Proposal: Andrew Davis will be at the next meeting on November 5, 2018. Brad has been working on a list of "What do we want" Things working in our favor" and "Things to consider" Each board member should review and get back to Brad prior to the next meeting.

Dog License: Letters were sent out in August for the delinquent dog list, we are down to about 15 left to register. Out of the 15, 5 vaccine records have expired. A 4th letter will be sent out certified mail. Fines will be issued for non-registered dogs.

Brad and David Raymond are working on sprucing up our website, making it a little more user friendly with more information available, also the possibility of a message board.

We have a Fall Photo Contest going on. Share your favorite fall photo that captures the beauty of fall and spirit of community in Fairfax. The winner will have their photo on the cover of the next Town Report.

The 2019-2020 budgeting will begin soon. Brad will work with each department for this.

Other Business: None

Adjournment:

At 9:00

S. Bessette made the motion to adjourn, seconded by Duane, all in favor.

The minutes were respectfully submitted by Amy Sears, Admin. Asst. to the Selectboard

Steven Cormier- Chair

Fairfax Selectboard

**** The recorded meeting is available through LCATV or the Town's website. ****